

THE PARISH COUNCIL OF NEWLANDS

MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 5<sup>th</sup> JANUARY 2023 AT NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, PO7 3BX COMMENCING AT 7.30 pm

<u>Members:</u>	Cllr D Crichton (Chair)	(P)	Cllr O Barneveld	(P)
	Cllr A Berry	(P)	Cllr A Carden	(P)
	Cllr A Kirby		Cllr J Parry	
	Cllr L Price	(P)	Cllr M Read	(P)
	Cllr C Brook	(P)		

Also present, Gordon Tate – Responsible Financial Officer and Karen Seear - Clerk to the Council and one member of the public, (Chair of the Community Plan Group)

**074/23C Apologies:** Apologies were received from Cllrs Kirby and Parry.

**075/23C Declarations of Interest:** Cllr C Brook and Cllr M Read declared interests as they are Ward Councillors for Winchester City Council.

**076/23C Minutes:**

- i) The minutes from the Full Council meeting held on 17<sup>th</sup> November 2022 were received. **It was UNANIMOUSLY RESOLVED that the minutes of the Council meeting be accepted as an accurate record and were duly signed by the Chairman.**
- ii) The previous minutes to date from the Amenities, Highways and General Purposes and Finance and Personnel Committees to date were approved. **NOTED.**

**077/23C Matters arising and outstanding matters from Previous Minutes:** There were no matters arising. **NOTED.**

**078/23C Public Participation:** One member of the public was present. A transcript of what was discussed is appended to these minutes.

**079/23C County and District Councillors Reports:** D/Cllr Brook in her capacity as District Councillor gave a verbal report. It had been a quiet time over Christmas. Discussion had taken place regarding whether or not elections will be held in May. She went on to mention the change in law regarding a requirement for ID when voting. A briefing had taken place. It is expected WCC will be ready to hold the elections. A WCC Full Council meeting is due to take place shortly.

D/Cllr Read in his capacity as District Councillor also gave a verbal report. He went on to explain the new requirement for ID. There are changes which everyone will have to get used to. Electors should be able to collect a form from the Parish Office explaining what forms of ID are acceptable. It is felt that those over 85 years old will have the most difficulty obtaining appropriate ID. Cllr Read stated that voting cards will no longer be issued. Cards will be posted in a sealed envelope. A postal deal for the distribution of these is awaited. It was felt that there is not much time to get everything in order ready for local elections in May 2023. Cllr Read went on to mention that the new strategic Director, Sharon Evans has joined WCC. He now feels that this is the time to start talks regarding the West of Waterlooville Forum and the Joint Planning Committee. **NOTED.** The Chairman asked Cllr Read to pursue this further. **NOTED.**

D/Cllr Cutler gave verbal report: He also continued to speak about the change in the law for elections, he stated that the presiding officer will have the final say over whether the ID provided is a true likeness etc. If it is felt unacceptable, electors will be turned away. D/Cllr Cutler mentioned the current confusion surrounding planning applications. Many planning applications

submitted by Grainger have been received by Denmead Parish Council and not Newlands. This is due to confusion over the address of the Grainger Office as it currently has the address of the temporary building when it was across the road. The address and postcode is completely wrong. The Chairman had spoken to a representative at WCC who realizes the mistake and will contact Grainger to sort this issue. **NOTED.** The Local plan consultation ended on the 15<sup>th</sup> December and had received a huge response. There currently is some confusion at Government level regarding housing numbers. It is difficult to manage what is expected due to the confusion. **NOTED.**

The Chairman had recently spoken to C/Cllr Patricia Stallard whom had been absent from council meetings recently due to a bereavement. The Chairman had passed on members best wishes. C/Cllr Stallard hopes to be back at meetings shortly and will be joining D/Cllr Read for the next Saturday surgery. **NOTED.**

**080/23C**

**Parish Matters:**

- (a) Developments and Adoptions: The request for street naming for the new Redrow phase will have to be issued shortly. The request for street names for phase 3B had not yet been received. The Chairman hopes that the council's nominations will be accepted this time as they had previously been disregarded by WCC. D/Cllr Cutler hopes this will be the case. **NOTED.**  
The Chairman had been chasing Taylor Wimpey representatives regarding a couple of issues. At the entrance to Bueller Close the bell mouth is not wide enough to let council refuse vehicles turn without crashing into the verge, the verge has been damaged. This may become an adoption issue. **NOTED.**  
Sickle Way will be closed for 3 weeks. There has been a delay surrounding the work, partly due to getting purchase orders signed off, as several members of staff have left. **NOTED.** It is hoped that an agreement can be arranged regarding leaving the roads open for some period of time. A long term solution is awaited. The Chairman will keep members updated with any progress. **NOTED.** There had been some progress moving forwards towards the section 104 agreement. There had been a hold up due to the drainage system for the SUDS not being checked. The other problem concerning the agreement is the on-going street lighting issue whereby some replacement parts have still not been made available for outstanding repairs. **NOTED.**
- (b) Community Plan Group:  
The Chair of the Community Plan group was able to provide a verbal update. A meeting had taken place before Christmas. She ran through some of the activities which the group are planning. It is hoped that the council and the community plan group will work together for an event to celebrate the King's coronation. **NOTED.** She went on to speak about the grants available for cost of living grants. There is a scheme for non-profit groups who can apply for grants to increase support and guidance during these times. Information will be sent on to the clerk, who will circulate. She felt it may be worth while applying for the grant. The Chairman felt that this may be more relevant to community centres, WACA etc.. **NOTED.**
- (c) HBC Land: A problem had occurred regarding the playground on HBC owned land. Taylor Wimpey had placed the play area within the development as part of their section 106 agreement. The play equipment has been removed and taken for use elsewhere. The Chairman will contact HBC estates department about this matter to ask whether this will be replaced. District Councillors will follow up this matter with Gwen Robinson from HBC. The Chairman also mentioned another problem which concerns maintenance of the stream beds. After speaking with Grainger it does not appear that the Environment Agency will be maintaining these. It is uncertain who will look after the river beds. This could be dealt with if possible, by the West of Waterlooville Forum . **NOTED.**
- (d) Bi-monthly Grainger meetings: A couple of meetings had been arranged. There had been some confusion surrounded timings of meeting and the clerk will clarify this with Grainger representatives. **NOTED.** Grainger are keen to get an outline agreement of transferring land to the parish council. A deed of variation to the section 106 agreement is awaited, which will allow land to come directly to the parish, this is because at the time of signing the original deed, there wasn't a Parish Council in place. **NOTED.** Cllr Carden suggested being aware of what is detailed in the agreement so as to ensure the Parish council's interests are protected. **NOTED.**

**081/23C Amenities Storage/Office Facility and Vehicle:**

The Chairman of the Amenities Committee, Cllr Read gave an update. He had been looking at various figures for the hire purchase of a van. Cllr Berry queried why the council currently needs van. Currently the Warden is using his private vehicle for council business. The Chairman asked what would be the right time to acquire a vehicle. Cllr Brook stated that there is a considerable lead time. A budget was then considered. It was proposed that in year 1 to put a limit of £10k spend for the vehicle and in the second year spend should be £8k. **It was UNANIMOUSLY RESOLVED to give the clerk the authority to go ahead and make the purchase of the vehicle at the most appropriate time.** Cllr Price mentioned insurance will be required. This matter will be dealt with by the Amenities Committee and the RFO. Named drivers should be added to the policy. **NOTED.** Cllr Carden mentioned regulation 15 of the standing orders, which states the clerk can make recommendations for insurance. **NOTED.**

Regarding the office facility, discussions continue with Grainger who have agreed to house a temporary building within a compound. Requirements need finalizing with Grainger representatives. **NOTED.**

**081/23C Communications:**

Website: There were no updates to report. The issue regarding displaying documents had now been sorted. **NOTED.**

Correspondence: Correspondence had been received regarding a request to place a bench in memory of his mother. This would have to be discussed by Grainger. They may have a design standard for the type of bench they use within the development if a bench was to be permitted. The matter will be discussed at the next meeting with Grainger. **NOTED.**

Cllr Berry thought that recycled plastic benches would be a good option and suggested these for future use. **NOTED.** Cllr Carden suggested having a policy in place for benches etc. in the future. **NOTED.** The council supports the bench application, subject to approval with Grainger. **NOTED.**

Correspondence had been received regarding grants available for village halls. Cllr Brook stated that the applications are closing soon, but will reopen. It was suggested to pass this matter on to Grainger. Grant monies could be used for reconfiguration of the rooms within the hall. **NOTED.**

**082/23C Outside Bodies:**

a) Southern Parishes: Another meeting is due to take place shortly. This will be reported at the next meeting of Full Council. **NOTED.**

WACA: As the representative of WACA, Cllr Kirby was absent no update was received. **NOTED.**

**083/23C Finance:**

a) Orders for Payment: Cllr Price pointed out an amendment to the RFO. **Subject to the amendment it was unanimously RESOLVED that the payments detailed on the orders for payment list 11 should be APPROVED in the sum of £24.00 including VAT and that further payments of £439.88 including VAT were RATIFIED and that nil receipts are NOTED.**

b) Bank Statements: The bank statements had been previously circulated. **The statements were reviewed and the balances as of 30<sup>th</sup> December 2022 were agreed. The statements were signed by the Chairman. NOTED.**

c) Accounts: Accounts: The accounts for December 2022 had been prepared and circulated. **NOTED.**

d) Budget/Precept Setting: Papers regarding precept setting had previously been circulated. Cllr Read stated that it is currently difficult to determine the precept for next year. This is due to the fact that the Parish council still awaits commuted sum money. He suggested a 10% increase on most budget items. Cllr Price had some queries regarding increasing the precept in line with inflation. He also queried the salary figure. The Chairman stated that these matters had previously been covered at the last Finance and Personnel Committee meeting. A percentage of open space maintenance costs had been determined as to what the precept will cover. **It was RESOLVED by a majority to request the precept amount from WCC.**

Budget line items will be agreed at the next meeting. **NOTED.**

e) **Secure data sharing for employees:** Cloud based storage for employees is currently being considered. Staff will report back further to the next meeting. **NOTED.**

- 084/23C** Parish Events: Consideration was given to events to mark the upcoming coronation. Cllr Brook suggested working with the community plan group. The Chairman asked for volunteers to work with Cllr Brook. He then suggested that CP group and members discuss details together and to report back to the next meeting. **NOTED.**
- 085/23C** Other Reports: Cllr Carden suggested making a change to the council's current financial regulations this will appear as an agenda item for the next meeting. **NOTED.**  
Cllr Brook queried the current procurement process. The Chairman suggested that Cllr Brook and Cllr Carden liaise regarding this. **NOTED.**

The meeting closed at 9.09 pm  
The next meeting of Full Council will be held on 16<sup>th</sup> February 2023.

Please note minutes of meetings are published as soon as possible on the website to help residents. However, they do not become the formal record of the meeting until agreed or otherwise at the next meeting. Therefore, you should always check to see whether any amendments have been made.

**Public Participation:**

A member of the public was in attendance, she is also the Chair of the Community Plan group. She wanted to hi-light the current problems at the school during drop-off and pick up times. She felt that currently this situation poses danger to school children and the problem that currently exist are not going to get any better, as a second primary school is due to be built in the near future. The Chairman mentioned that he is aware of the problem and at the present time the Parish Council is unable to enforce any action, as roads remain unadopted. The only action possible is to pass comments on to Grainger to make them aware of the situation.

The resident also wished to hi-light the need for salt gritting bins. Currently the same problems exist as roads have not yet been adopted by the Highways Authority. She had contacted Grainger about this and had been told a bin could be placed within the development and residents could salt/grit roads themselves. The Chairman hopes that we are now over the worst of the cold weather and by the time next winter comes around gritting bins will be in place. **NOTED.**